

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The U.S. Department of Housing and Urban Development (HUD) designated the City of West Sacramento (City) as a Community Development Block Grant (CDBG) Entitlement community beginning July 1, 2016. The following is a summary of accomplishments achieved between July 1, 2019 through June 30, 2020 (PY 2019/2020), the fourth year of the City of West Sacramento five-year Consolidated Plan, covering July 1, 2016 through June 30, 2021.

The City's 2019 CDBG funding allocation was dedicated to support three activities:

Washington Public Infrastructure Improvements (\$307,638): Frontage improvements along E and F Streets between Sixth and Fifth Streets to allow for improved ADA accessibility to access public transportation, local parks, and riverfront trails within the Washington Neighborhood.

Microenterprise Assistance (\$60,000): The City will provide a microenterprise assistance program for low- to moderate-income individuals who currently own or are actively working towards developing a business that is expected to be a microenterprise at the time it is formed.

2019 General Administration and Planning (\$91,909): General administration and planning of the CDBG program and planning activities associated with CDBG eligible activities.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Increase Compliance with Fair Housing Laws	Non-Homeless Special Needs	CDBG: \$21000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				
Increase Compliance with Fair Housing Laws	Non-Homeless Special Needs	CDBG: \$21000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	90	48	53.33%			
Increase Compliance with Fair Housing Laws	Non-Homeless Special Needs	CDBG: \$21000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		20	18	90.00%
Reduce the Incidence and Impact of Homelessness	Homeless		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0				
Reduce the Incidence and Impact of Homelessness	Homeless		Homelessness Prevention	Persons Assisted	0	0				

Reduce the Incidence and Impact of Homelessness	Homeless		Housing for Homeless added	Household Housing Unit	85	0	0.00%			
Strengthen Economic Opportunities for Low-Income	Non-Housing Community Development	CDBG: \$60000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted		0				
Strengthen Economic Opportunities for Low-Income	Non-Housing Community Development	CDBG: \$60000	Businesses assisted	Businesses Assisted	15	0	0.00%	20	0	0.00%
Washington Neighborhood Infrastructure	Affordable Housing Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6798	0	0.00%	1555	0	0.00%
Washington Neighborhood Infrastructure	Affordable Housing Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0				

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan,**

**giving special attention to the highest priority activities identified.**

Goal 1. Reduce the incidence and impact of homelessness (High Priority). The City is currently working on a Permanent Supportive Housing project that is targeted to persons experiencing homelessness and persons at-risk of homelessness. Monies from the City's 2018 CDBG allocation will help fund the development of up to 85 units. Construction of the PSH project is expected to be completed in or around September 2021.

Goal 2. Achieve goals in the HUD Challenge Grant funded Washington Realized: A sustainable Community Strategy (High Priority): The City used its 2016 CDBG allocation to fund preliminary engineering and design of the North Riverwalk Extension Project in the Washington Neighborhood. This project will create ADA accessibility to the North Riverwalk and the project is expected to break ground in early 2021. The City allocated its 2019 CDBG allocation for ADA accessibility improvements to E and F Streets, between Fourth and Fifth Streets. This project is also located in the Washington Neighborhood.

Goal 3 Strengthen economic opportunities for lower-income households (Low Priority): The City allocated a portion of its 2019 CDBG allocation for a Microenterprise Assistance Program which will assist low- to moderate-income individuals who currently own or are actively working towards developing a business that is expected to be a microenterprise at the time it is formed. This program is still in development.

Goal 4. Increase Compliance with Fair Housing Laws (Low Priority). The City's fair housing program encourages compliance with Fair Housing law through outreach, counseling, education, testing, and enforcement. The non-profit organization Project Sentinel helps dispute conflicts between landlords and tenants to reduce the incidence of homelessness by avoiding unnecessary evictions. The City's goal for 2019 was to serve at least 20 West Sacramento households needing fair housing services. The program goal was met at 90%.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	11
Black or African American	3
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>14</b>
Hispanic	3
Not Hispanic	15

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

Washington Infrastructure Program: For the 2019 program year, no families have yet been assisted in relation to the development of the E and F Street Project in the Washington Neighborhood. Preliminary engineering and design is anticipated to begin on or around October 2020. NEPA for the project is anticipated to be completed on or around December 2020 or January 2021.

Acquisition for Affordable Housing Development: For the 2019 program year, no families have yet been assisted in relation to the development of the Permanent Supportive Housing development. Construction of the development began in early Summer 2020. Completion of the project is expected on or around September 2021.

Fair Housing Services: For the 2019 program year, a total of 18 individuals were assisted with fair housing services. Four out of the 18 families reported themselves as "other" for their race and ethnicity. The race and ethnicity of the remaining 14 families who were assisted are summarized in the table above.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	521,547	83,739

Table 3 - Resources Made Available

### Narrative

#### Resources Made Available:

For the 2019 PY, the City received \$429,547 in Entitlement funding and anticipated receiving up to \$50,000 in Program Income from activities funded by previous years' State CDBG grants. In addition, residual funds of \$42,000 from the 2017 program year were included in the 2019 anticipated resources. These resources in total made \$521,547.00 available for funding eligible activities.

#### Amount Expended During Program Year:

During the 2019 PY, the City expended \$83,739.16. This expenditure included General Administration and Planning costs for the 2019 program year.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Washington Neighborhood	67	0	Conducting NEPA

Table 4 – Identify the geographic distribution and location of investments

### Narrative

For the 2019 PY, all funds were distributed on a city-wide basis.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The City of West Sacramento receives CDBG Entitlement funding directly from HUD. There are no matching requirements for CDBG Entitlement cities. However, the City plans to leverage federal funding with State, local and private sources whenever possible to achieve the goals of the Consolidated Plan.

Private Funds: For the 2019 PY, 307,638 was allocated to the E and F Street frontage improvements. CDBG funds will be used for preliminary engineering and design. Additional local, state or federal funding will be required for construction of the frontage improvement project. For the 2018 PY, \$625,295 was allocated to support the development of a permanent supportive housing project targeted to individuals experiencing, or at risk of experiencing, homelessness. These funds, in combination with 2017 PY funds, were used to leverage \$914,444 in private foundation money in support of the project. Additionally, the City received additional \$1,000,000 in private foundation money to support the project.

State Funds: The City used the Permanent Supportive Housing allocation (\$415,862 allocated in the 2017/2018 PY, \$625,295 allocated in the 2018/2019 PY) to leverage an additional \$7.045 million from State, No Place Like Home funding. These leveraged funds will be used to support the development of the permanent supportive housing (PSH) project. In addition, the developer applied for and received 9% low-income housing tax credits for the PSH project, which provided over 20 million dollars in funding. Having the 2017/2018 and 2018/2019 CDBG allocations made available to the project as local match will help in the success of obtaining the tax credits.

Publicly Owned Land: City-owned property was used to support the development of the Permanent Supportive Housing project by providing a portion of the project site. This will contribute to the goals in the City's 2016-2021 Consolidated Plan to reduce the incidence and impact of homelessness.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	65	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>65</b>	<b>0</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	65	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>65</b>	<b>0</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The 2018 PY allocation was used to support the development of a minimum of 65 units of affordable housing (permanent supportive housing) targeted to individuals experiencing, or at risk of experiencing, homelessness. However, the development project is not anticipated to be completed until the third quarter of 2021, therefore not serving as a benefit to the community until that point.

**Discuss how these outcomes will impact future annual action plans.**

With the City allocating a large majority of its 2018 allocation to a project that won't benefit the community until 2021, the City used its 2019 funding toward a public service activities that can provide a direct benefit to the community in a timely manner. The 2019 Annual Action Plan included a Microenterprise Technical Assistance program.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

### **Narrative Information**

For the 2019 PY, the City had no activities that required information on income by family size to determine eligibility. However, the City does provide fair housing services under Planning and Administration and the number of extremely low-income, low-income, and moderate-income persons served by this activity is reported below.

- Extremely Low-Income: 7 persons
- Low-Income: 9 persons
- Moderate-Income: 0 persons

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City employs a full-time Homeless Coordinator to conduct outreach to homeless individuals and families in West Sacramento. The Homeless Coordinator provides housing search assistance and referrals to services such as healthcare, mental health treatment and substance abuse counseling and treatment. Two to three days per week, the Homeless Coordinator conducts direct outreach to areas of the City where homeless persons often camp to ensure that all homeless persons are aware of available services. Although the Coordinator will meet with persons by appointment in his office, he also holds "drop in" office hours on Thursdays to accommodate homeless, or persons at risk of homelessness, who often have transportation or other challenges and cannot get to an appointment at a specific time. During his visits to camps, the Homeless Coordinator is often accompanied by mental health and substance abuse counselors from Fourth and Hope, a shelter and social services provider located in Woodland, CA. Repeatedly visiting persons with these issues where they live helps to establish trust and rapport, which has been critical to getting persons into treatment.

In early 2017, the City was contacted by a Bay Area-based non-profit organization known as Downtown Streets Team (DST) about bringing their unique work experience program for homeless and at-risk individuals to West Sacramento. The goal of DST's program model is to reduce homelessness by restoring dignity and preparing participants for employment. Under the program, homeless participants become part of a "team" that carries out community beautification and maintenance activities in exchange for receiving case management (counseling and housing navigation services), employment assistance services, and financial rewards for basic needs in the form of rent stipends or gift cards. Program activities are conducted during daytime hours and may include tasks such as garbage pickup, graffiti removal, and even assisting with the cleanup of homeless encampments. DST is designed to operate within downtown districts to decrease the incidence of panhandling and other visible effects of homelessness while simultaneously improving those areas and providing unsheltered individuals a path to housing and employment stability. DST cites that since 2009, its various programs have resulted in finding permanent housing for over 850 of its participants and lasting employment for over 900 individuals.

To bring the DST program to West Sacramento, the City funded a \$200,000 contract with DST for a one-year pilot program. During the pilot-year, the program was successful in serving 37 individuals, with 8 of those individuals obtaining permanent housing, and 11 individuals gaining lasting employment. In July 2020, the City negotiated a renewal of the contract and will be offering the program for an additional year.

The City's Homeless Services Coordinator has worked very closely with the Yolo County Health and Human Services to respond to the COVID-19 pandemic. The City has been an active participant in Project Roomkey, operated by Yolo County, to identify high-risk homeless individuals to be placed in West Sacramento motels. More than 100 placements were achieved from March 2020 thru June 2020.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

In 2010, the City provided HUD Neighborhood Stabilization Program (NSP) funding to Friends of the Mission to acquire and rehabilitate units to be used as permanent supportive housing for homeless persons. There are currently five supportive housing units that were provided with NSP funds. In addition, and as noted throughout this report, the City is working with a non-profit housing developer to build up to 85 units of permanent supportive housing targeted to persons who are homeless or at-risk of homelessness.

Also, during the 2019 PY, the City expended \$20,000 in local funds to support the Yolo County Homeless Coordinator position and a portion of overhead costs at the Fourth and Hope Cold Weather Shelter program located in Woodland, CA. For persons with severe health or other special needs who cannot get into a shelter immediately, the City provides motel vouchers for short stays. Funding for this activity is very limited however, therefore only a few of the most vulnerable homeless are served.

Additionally, during the 2019 PY, the City provided \$20,000 to support the Mercy Coalition Winter Warming Center (WWC) pilot program. The WWC provided West Sacramento's first temporary overnight rotating winter shelter for West Sacramento residents experiencing homelessness from December 1, 2019 to March 12, 2020. The WWC was forced to close two weeks earlier due to the onset of the COVID-19 pandemic. A total of 38 unique individuals were served throughout the program's duration.

The City of West Sacramento and the Yolo County Health and Human Services Agency (HHSA) have embarked on a mission to move towards a Housing First model, rather than the traditional focus on emergency shelter and transitional housing.

### **Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City's Homeless Coordinator receives client referrals regularly from staff from Yolo County Probation and the Parole office. In June 2017, Yolo County HHSA was notified of an award of State of California Proposition 47 funding. These funds are being used for a project that will use \$6 million dollars over a 38-month period to provide wraparound services for individuals who are eligible for a criminal justice

diversion program, but are unlikely to succeed without support due to a history of mental health issues and/or substance use disorders. The proposed project would provide these individuals the supportive services they need in order to be successful in these types of criminal justice diversion programs. These services will include intensive case management, employment assistance, civil legal assistance, and permanent housing assistance.

Yolo County HHSA collaborates with local service providers to ensure that individuals discharged from mental health, healthcare and substance abuse treatment facilities are linked with appropriate services and housing assistance. Individuals who do not have a home to return to are referred to the City's Homeless Coordinator for housing search assistance.

Shores of Hope, a non-profit organization, operates a 24-bed facility for transitional aged youth aging out of foster care, victims of human trafficking and those seeking refuge from domestic violence. The organization provides housing, counseling, English learner education and high school equivalency classes to help prepare youth for successful transition to independent living as adults. The organization also provides a range of supportive services for residents including assistance with Rapid Re-housing assistance, job search, internships, securing permanent housing, and access to substance abuse programs to individuals and families at-risk of homelessness in West Sacramento.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The West Sacramento Homeless Coordinator position is imbedded in the City's Police Department and a police officer escorts the Coordinator when visiting remote areas of the City for safety and to make homeless persons aware that camping is not allowed. The combination of enforcement linked with counseling, housing search assistance and referrals to social services has proven effective in moving homeless persons into housing.

The Yolo County California Work Opportunity and Responsibility to Kids (CalWORKs) Housing Support Program works to secure permanent housing for homeless families.

The Yolo County Children's Alliance runs a West Sacramento Family Resource Center located at 637 Todhunter Ave. This center offers weekly fresh produce distribution that is open to everyone and CalFresh enrollment, which aids with enrolling in and understanding how to use the Federal

Supplemental Nutrition Assistance Program (SNAP) – monthly cash benefits to help purchase food to homeless families and those at-risk of homelessness to help reduce living expenses. The Yolo County Food Bank provides food to income eligible persons at three different locations and the Mercy Coalition, a group of West Sacramento faith-based organizations, provides free lunches Monday through Friday. Nine other local organizations and faith-based groups provide food for needy individuals and families. The services are helping individuals and families from becoming homeless, or re-experiencing homelessness once again.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

A member of the West Sacramento City Council serves on the Housing Authority of the County of Yolo (known as Yolo County Housing) Housing Commission to facilitate coordination between City housing and services, and the Yolo County Housing programs that provide permanent affordable housing to over 800 families in the City of West Sacramento. The City's Parks and Recreation Department provides senior programming and classes for residents of public housing at Riverbend Senior Apartments.

Both the City and Yolo County Housing are member agencies of the Yolo County Homeless and Poverty Action Coalition (HPAC) that serves as the regional Continuum of Care. The HPAC helps to coordinate access to programs for all low-income residents of Yolo County.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

The Yolo County Housing Family Self-Sufficiency (FSS) Program Coordinating Committee is comprised of representatives from non-profit agencies, cities, the County and State agencies. The Program Coordinating Committee coordinates services to empower assisted families with educational and employment opportunities. Families participating in the Housing Choice Voucher program benefit from FSS by the creation and funding of an escrow account to save for the eventual goal of homeownership. Those residing in public housing are supported through the HUD Resident Opportunities and Self-Sufficiency (ROSS) program.

### **Actions taken to provide assistance to troubled PHAs**

Not applicable. Yolo County Housing is a dual national high performing agency.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

The Vision for the City of West Sacramento affirms that the City aims to create vibrant neighborhoods with a range of quality housing choices for all residents. Despite housing challenges inherent in all areas of California, the City strives to create housing affordable to households with special needs and those with lower incomes.

The City's Inclusionary Ordinance (Municipal Code Chapter 15.40) is a key component of the City's affordable housing strategy. During FY 2016/2017, the ordinance was revised to allow developers to pay an in-lieu fee instead of producing affordable units on-site in new developments. The in-lieu fees are deposited into the City's Housing Trust Fund to be used as match or leverage for federal, State or private funding sources. This change is in response to the loss of Redevelopment Agency Housing Set aside funds which was the City's primary source of funding for affordable housing development for several decades until it was eliminated by the California state legislature in 2012. The Housing Trust Fund is limited to assistance for the development of housing affordable to households at or below 80% of area median income (AMI).

In addition, the City's Zoning Ordinance includes areas zoned for multifamily development by right and allows for a density bonus to projects that create affordable and/or senior housing.

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

Through analysis of data and collection of public comments, the Consolidated Plan identifies housing affordable to persons experiencing homelessness or at-risk of homelessness as the greatest unmet need in West Sacramento. As noted above, the City is actively working towards the development of a permanent supportive housing project to serve this difficult-to-house population. Two private funding awards were received for the PSH project.

The City participated with other member agencies of the Homeless and Poverty Action Coalition (HPAC), the local Continuum of Care, to create a Coordinated Entry System to match the highest need clients with the most intensive resources. The system will use a version of the Vulnerability Index and Services Prioritization Decision Assistance Tool (VI-SPDAT), an evidence informed tool that combines both medical and social science research to quantify the vulnerability of people experiencing homelessness with a numerical score. The score assists with prioritization of limited homeless resources based upon the acuity of a person's needs. Several local homeless service providers began piloting the VI-SPDAT in 2016/2017.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City requires all construction assisted with CDBG or other federal housing funds to comply with HUD lead-based paint hazard reduction requirements. Over the years, the City has aided hundreds of low-income homeowners through the Owner-Occupied Housing Rehabilitation Program and the First Time Homebuyer Assistance Program that included testing and abatement of lead-based paint, when appropriate. At this time, the City does not have funding dedicated to these programs.

No eligible requests for assistance with affordable multifamily rehabilitation were received during FY 2019/2020. The City will consider aiding if funding is available, including funding for testing and abatement of lead-based paint when appropriate.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The City is an active participant in the Yolo County Homeless and Poverty Action Coalition (HPAC), the local Continuum of Care, providing coordination and support for agencies serving persons experiencing homelessness and persons in poverty.

The 2016-2020 CDBG Consolidated Plan targets funding to the Washington Neighborhood, CT 101.01, which has a 34% poverty rate according to the 2008-2012 U.S. Census. The City conducted culturally sensitive outreach and marketing of the State CDBG Microenterprise Program to low-income residents of the Washington Neighborhood, including providing classes in both Spanish and English. The City will be using a portion of its 2019 CDBG Entitlement funding to continue this program. The Microenterprise Program delivers small business education, counseling and grants to low-income entrepreneurs to increase their earning potential.

The City is an LRNG partner organization ([www.lrng.org](http://www.lrng.org)) committed to engaging youth in mentorship and job experiences to ensure that they can develop their full potential in life and work. The City's Summer STEPS internship program provides real world work experience to high school and college aged youth.

The Yolo County California Work Opportunity and Responsibility to Kids (CalWORKs) Housing Support Program provided specialty case management services, employment assistance and assistance with securing permanent housing placement for homeless families with children in West Sacramento.

Sacramento City College is a state-supported community college that is affordable to lower-income residents. The City collaborates with the West Sacramento campus of Sacramento City College through the West Sacramento Promise program through which students can have their enrollment fees waived or be eligible for up to two semesters of fee-free community college for up to a year. The goal of this program is to prepare young people for college and their careers while creating a more robust workforce for local employers and enhancing the City's economic development capacity and competitiveness.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

City staff participated in the HPAC process to expand its Policies and Procedural Manual. In addition to being a helpful local resource, the manual now satisfies state and federal government mandates requiring written policies and procedures for Continuums of Care.

The Yolo County Homelessness Plan (the Plan), adopted in January 2019, was developed out of the opportunity provided by the No Place Like Home (NPLH) Program. The plan provides an overview of the current state of homelessness in the County and highlights a set of solutions that County and City Leadership, in coordination with community homelessness partners, can utilize in the next three years to improve and expand the homelessness system of care in Yolo. This plan was developed around the strategies highlighted in One at a Time: Preventing and Ending Homelessness for Yolo County Residents, the 2017 revised version of the County's General and Strategic 10-year Plan to Address Homelessness. This plan and the proposed set of goals, strategies, and action steps, is meant to be used by the community in coordination with existing County and city homelessness plans and offers a workplan for how to take action over the next three years. By working to address homelessness through these concrete strategies and action steps, Yolo County can make strides in strengthening services and improving coordination. Taking the actions outlined in this plan will strengthen the County's entire homeless system of care, improving the lives of those it serves. The Yolo County Homelessness Plan can be found on the Yolo County's website at: [www.yolocounty.org](http://www.yolocounty.org).

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City continues to participate in the Yolo County Homeless and Poverty Action Coalition (HPAC) as it facilitates coordination between public and private housing; local government; and social service agencies serving lower-income and homeless individuals and families. The City's Homeless Coordinator acts as a liaison between the City's housing programs, the Police Department, Yolo County Department of Health and Human Services Agency (HHSA) and other social service agencies. The Homeless Coordinator's office is across the street from the County's West Sacramento HHSA office to expedite referrals to needed services and to facilitate service delivery. A member of the West Sacramento City Council sits on the Housing Authority of the County of Yolo (known as Yolo County Housing) Housing Commission to ensure coordination at the highest level.

### **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City is partnering with eight Sacramento region jurisdictions and three local housing authorities to complete a regional Analysis of Impediments to Fair Housing (AI). An agreement was developed and executed between the partners and a consultant was selected to assist with the assessment. This assessment and its findings, completed in early 2020, will be incorporated in the City's next Consolidated Plan and taken into consideration when planning any future Annual Action Plans.

While working on the AI, the City continues to affirmatively further fair housing by requiring that all HUD funded programs and projects comply with state and federal fair housing law.

In addition, each year the City funds a contract using CDBG funds to provide fair housing services and counseling to low-income residents and landlords within the City.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City uses a web-based housing monitoring compliance software to ensure that affordable housing project managers follow all regulations regarding tenant income and rent calculation. In addition, the City conducts on-site monitoring at least once every three years to verify data, inspect units for habitability and to educate property managers on affordable housing requirements.

All subrecipients receiving CDBG funding are required to follow HUD procurement procedures including outreach to minority businesses. The City requires quarterly reporting from subrecipients to verify compliance with all contract requirements and federal policies. The City follows a HUD-compliant procurement process for contractors paid with CDBG funds including outreach to minority businesses.

All programs or projects funded with CDBG funds are required to collect beneficiary data meeting HUD requirements for entry into the HUD Integrated Disbursement and Information System (IDIS) in compliance with the Consolidated Plan.

For the Fair Housing Services contract funded with CDBG, staff requires the consultant to report quarterly to City staff. These quarterly reports include a summary of all activities carried out during the quarter, such as number of audits, calls and cases that were provided to beneficiaries, the outcome of these cases and all demographic data related each beneficiary. Other information reported to the City includes number of outreach and tabling events the consultant held during the quarter to ensure that all residents within the City are able to access fair housing services when needed. Each beneficiary is required to complete an income self-certification form to ensure that services funded with CDBG money are specifically serving at least 51% of Low-Moderate Income (LMI) persons/households.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The draft Consolidated Annual Performance Evaluation Report (CAPER) was made available for public review and comment December 23, 2020 through January 7, 2021. Due to the on-going effects of the

COVID-19 pandemic, the draft was only made available on the City's website ([www.cityofwestsacramento.org](http://www.cityofwestsacramento.org)); by requesting a copy by regular mail to Economic Development and Housing, City of West Sacramento, 1110 West Capitol Avenue, West Sacramento, CA 95691 or by email to Isaah Alford at [issaha@cityofwestsacramento.org](mailto:issaha@cityofwestsacramento.org). A notice was placed in the West Sacramento News-Ledger in English and Spanish on December 23, 2020. The CAPER will be forwarded to the City's Economic Development and Housing Commission, once finalized and approved by HUD.

### **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

This report covers the fifth year of the City of West Sacramento 2016-2020 five-year CDBG Consolidated Plan. The City will amend program objectives upon completion of the Sacramento Regional Analysis of Impediments to Fair Housing (AI) to support regional efforts to address obstacles to fair housing.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

This report covers the fifth year of the City of West Sacramento 2016-2020 five-year CDBG Consolidated Plan. The City will amend program objectives upon completion of the Sacramento Regional Analysis of Impediments to Fair Housing (AI) to support regional efforts to address obstacles to fair housing.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**